

Republika ng Pilipinas  
(Republic of the Philippines)  
KAGAWALAN NG EDUKASYON AT KULTURA  
(DEPARTMENT OF EDUCATION AND CULTURE)  
Manila.

February 9, 1978

DEPARTMENT MEMORANDUM  
No. 47, s. 1978

6486 TRAINING PROGRAM FOR GRADE III TEACHERS & ALL OTHER STAFF

To: Bureau Directors  
Regional Directors  
Coordinator, State Colleges and Universities  
School Superintendents

1. The Department of Education and Culture through the Educational Development Project (Interagency Task Force (IATF)) and the Textbook Board Secretariat (TBS) will sponsor a mass training program for Grade III teachers to ensure the most effective use of the textbooks to be introduced in Grade III in June, 1978.

2. Likewise, they will sponsor a training program to support the rapid expansion of the number of Decentralized Learning Resource Centers (DLRCs). This program will take the form of a 6-week Summer Institute (SI) course for all 450 staff members at the Regional Staff Development Centers (RSDCs).

3. The first stage of the implementation of the training program will be an Integrated Level I training for Grade III Teachers together with SI staff for DLRC training at the Malabon Camp, Baguio City from February 20 to March 2, 1978.

4. The identification of the Integrated Level I for the Grade III mass teachers training program and the DLRC staff training program is in terms of (a) the common goals and objectives to be achieved and (b) the economy of human and material resources since there will be considerable overlap in the identification of participants involved.

5. The goals of the Integrated Level I program may be expressed as follows:

- a. To develop at the district level the capacity for a continuity of in-service training to improve the skills and competencies of elementary school teachers as envisaged by the Decentralized curricular planning program;
- b. To ensure the most effective use of the DLRC textbooks, the learning continuum and other resource materials by the teachers; and

- c. To articulate more clearly those patterns of school-community relationships and adult education which will enhance the capability of the school to contribute effectively to community development.

6. More specifically, it is expected that, at the end of the integrated Level I seminar, the participants will be better able to:

- a. Undertake a curricular analysis of new textbooks and which they will be concerned.
- b. Suggest a variety of learning strategies appropriate to the use of the textbooks and other materials.
- c. Develop appropriate test materials for both periodic and continual assessment of the learners, particularly as they relate to the use of the NDC textbooks, the learner continuum and other materials.
- d. Identify skills and competencies necessary to the teachers in the management of resource materials.
- e. Identify inter-relationships existing among subject areas in order to assist the child more effectively to integrate his knowledge.
- f. Relate curricular questions to desired learning outcomes or objectives and their identified patterns of learning.
- g. Design a summer inservice training program appropriate to the improvement of those skills and competencies necessary to the NDC staff member in the development of his work, and a Level II training program for the mass training for Grade III teachers.
- h. List important features to be considered in the education of the adult and to outline the way in which school and community can reciprocally support each other's work, and
- i. Identify causes of drop-out from school and suggest ways in which the school can develop alternative patterns of instruction whereby the school drop-out can be reintroduced into educational programs.

7. The Integrated Level I program will be a live-in activity. Board and lodging will be provided and the participants will be entitled to actual transportation expenses from official station to garden site and return, per diem and daily allowance while on travel. These shall be covered against the Level I fund for the training of elementary school administrators. Directors and staff from the ESIC will be reimbursed actual transportation expenses, per diem and daily

allowance while on travel by the SRETTAF, except the directors and staff of northern Luzon State College, West Visayas State College, Central Luzon Teachers College and Zamboanga State College, who will charge their expenses against their own budget.

8. The program of activities for the Integrated Level 1 is given in the inclosure,

9. Participants for each stage of the training programs will be as follows:

Integrated Level 2

Summer Institute trainees to be identified by the OSOs and regional offices

Regional and OSD staff who will conduct Level 2 training programs at regional level

Level 3

All DLG staff members

Division office staff who will conduct Level 3 training at Division level

Level 4

All Grade III public elementary school teachers

10. The dates and venues for the Levels 2 and 3 training programs will be decided upon by the regional directors and the schools division superintendents, taking into account the time required by the regions/divisions to organize their local training programs.

11. Appropriate memoranda will be issued to this effect by the regional directors for the Level 2 training and by the schools division superintendents for the Level 3 training.

12. The resource materials which will be made available to the Integrated Level 1 participants to assist in the achievement of the objectives of the seminar will include textbooks with corresponding teachers' manuals (Elementary School Science III, Elementary School Mathematics III and Elementary School Social Studies III), module or text construction, teaching strategies and curricula analysis and discussion papers on the DLGs, Learning Continuum, Outcomes of Children's Learning, Out-of-School Youth Problems, School/Community Relationships and Adult Education.

13. In view of the importance of this training program for upgrading teacher and staff competencies, everyone is enjoined to extend his full support and cooperation.

(SGD.) JUAN T. MARILO  
Secretary of Education and Culture

Enclosure

As stated

References:

Department Memorandum No. 234, d. 1-9-77

Allotment 1-2-3--(D.O. 1-76)

To be indicated in the Expenditure Index  
under the following subjects:

- ✓ Course of Study, ELEMENTARY
- ✓ EXPENSES
- ✓ TEACHERS
- ✓ TRAINING PROGRAMS



